

**Cable Wharf Community Liaison Group  
Terms of Reference –June 2021**

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| <b>Purpose</b>              | To establish Terms of Reference for the Cable Wharf Community Liaison Group (CLG), to enable the group to function coherently.  |
| <b>Location</b>             | The meetings will be held face to face commencing in September 2021.  |
| <b>Administration</b>       | BECG will Chair the meetings, issue agendas and provide administrative support. Summary minutes (recording the topics discussed and the key points discussed) will be circulated to all attendees shortly after each meeting.   |
| <b>Frequency</b>            | A frequency of every 6 to 8 weeks to allow for avoidance of holiday periods.  |
| <b>Membership</b>           | <p>The membership will comprise nominated residents living on site and immediately adjacent, local community representatives and ward councillors, with others invited if the group feel this would be helpful. It is not an ‘open forum’ and groups should send a single representative who then reports back.</p> <p>Representatives from the following groups/organisations will have a standing invitation to attend:</p> <ul style="list-style-type: none"> <li>• Two residents from the new Cable Wharf development</li> <li>• Two residents from surrounding streets</li> <li>• Two Ward Councillors – one each from Northfleet North &amp; Pelham Wards</li> <li>• Lead Councillor for Strategic Environment at Gravesham Borough Council</li> <li>• Community Leaders such as representatives from local church &amp; schools</li> <li>• A representative of Northfleet Central CIO</li> <li>• A representative of No Walls Gardens</li> <li>• A representative from Gravesend Futures</li> <li>• A representative from Gravesend Historical Society</li> <li>• Community Team officer from the site’s housing association</li> <li>• Community Team officer from Gravesham Borough Council</li> <li>• Representatives from Keepmoat and BECG</li> </ul> |
| <b>Remit/Scope</b>          | <p>The Group will meet regularly to:</p> <ul style="list-style-type: none"> <li>• Receive updates on the status of Keepmoat’s delivery of the Cable Wharf project since the previous meeting</li> <li>• Be informed of the future milestones and forward plan</li> <li>• Discuss community interaction with the site as the phases are unveiled and public accessibility increases within and across the site.</li> </ul>   |
| <b>Limit of Remit/Scope</b> | <p>The Group will be a consultative forum for the dissemination of information related to Cable Wharf to interested groups and their elected representatives so that they can then pass this information onto their members/residents. It is not a decision-making body.</p> <p>The Scope is limited to the aspects of the site’s delivery that relate to the successful completion of the development, the supporting infrastructure such as the new primary school, and the planning obligations related to the local economy.</p> <p>A review of the Group and its workings will take place every 6 months to determine its continuing relevance and effectiveness. Suggestions for improvements to the running of the CLG are welcome at any time.</p>  |